

CENTRAL INTELLIGENCE AGENCY

INFORMATION REPORT

COUNTRY

USSR

DATE DISTR. 24 Apr 1953

SUBJECT

Miscellaneous Statistical and
Operational Reports Used by the
Ministry of the Merchant Fleet

NO. OF PAGES 2

PLACE
ACQUIREDNO. OF ENCLS.
(LISTED BELOW)

DATE
ACQUIRED

SUPPLEMENT TO
REPORT NO.

DATE OF IN

THIS DOCUMENT CONTAINS INFORMATION AFFECTING THE NATIONAL DEFENSE OF THE UNITED STATES, WITHIN THE MEANING OF TITLE 18, SECTIONS 793 AND 794, OF THE U.S. CODE, AS AMENDED. ITS TRANSMISSION OR REVELATION OF ITS CONTENTS TO AN ACCEPT BY AN UNAUTHORIZED PERSON IS PROHIBITED BY LAW. THE REPRODUCTION OF THIS FORM IS PROHIBITED.

THIS IS UNEVALUATED INFORMATION

1.

forms used for statistical and operational

reports used by the Ministry of the Merchant Fleet (MMF) in 1951. These report forms were approved by the Central Statistical Directorate (TsSU) for the Gosplan of the USSR. All of the statistical report forms are designed for official use and not every worker has the right to use them. These reports are classified as secret documents.

2. The form M-20 is a report on the fulfillment of the labor plan for a particular agency. This is a monthly report which is compiled by steamship agencies, ports, shipyards and other establishments concerning the strength of workers and employees and the expenditure of the wage fund. Each organization is given a labor plan which consists of a quota of workers and employees who can be hired for work and a wage fund for these personnel. Form M-20 gives a picture of how the labor plan has actually been fulfilled.
3. Form 3KS-27 is a report on the fulfillment of norms and plans relative to capital construction. This form is submitted by every organization which carries on capital construction. The report is submitted monthly, quarterly and annually to the Chief Directorate to which the organization is subordinated.
4. Form TZ-23 is a report on the fulfillment of norms and plans by production workers. This form is compiled every month by organizations which have production workers, i.e. yards, shipyards, workshops. Through this form a check is made on the number of workers for an entire enterprise, workshop by workshop, on the fulfillment by workers of production norms and plans and the amount of time worked by the laborers.
5. There are forms established for recording the operations of these workshops. (tsakh) which have been classified as self-supporting. These reports include: quota charts for the release of materials; advice-notes (spravok-aviso) for aiding workshops and departments; executive estimates (ispol'nitel'naya smeta) by which the results of workshop operations are ascertained.

CLASSIFICATION SECRET/SECURITY INFORMATION

DISTRIBUTION

QRR EV

SECRET/SECURITY INFORMATION

50X1-HUM

- 2 -

6. There are photographic charts concerning the labor forces which show the balance of working time remaining for each worker, the losses of work time, and the efficiency with which the worker uses his hours of labor. There are two types of these charts, one for production workers and one for administrative personnel.
7. Forms exist for recording expenditures of materials in zavods. These forms include quota charts for the release of materials from depots, materials required, and reports on the work of individual shops (tsakh) and the zavod as a whole with regard to the expenditure of materials.
8. Forms N-1, N-2, N-3 and N-4 are for reporting accidents arising out of production operations.
 - N-1 is a certificate which is submitted for accidents occurring in production.
 - N-2 is a report on accidents involved in production.
 - N-3 is a communication concerning investigation of a fatal accident arising out of work operations.
 - N-4 contains information on fatal accidents occurring in production. All forms for fatal accidents are dispatched under secret classification.
9. The form N1-IZ is a reporting card for recording inventions and technical improvements.
10. VYNPEL (Literally this word means pennant or streamer) is a word used for designating radio-telegraph communications concerning the results of the operations of Merchant Fleet activities in the All-Union socialist competitions.

- end -

SECRET/SECURITY INFORMATION